

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

SITE AND BLDG #:	PA 193	MECHANIC SIGNATURE:	SK	DATE:	5/28/19
LOCATION/RM #:	WALL	START TIME:	10 35	FINISH TIME:	10 45

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
	8477	3086	FQ 305	FREEDOM			AHU Coined	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		TO BE PERFORMED AT EACH INSPECTION SERVICE	NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)
		YES	NO		
1	Check, clean, and/or replace both internal and external filters as necessary.	✓			
2	Label and Date Filter	✓			
3	Did YELLOW Maintenance Tag get Initiated	✓			Make sure YELLOW Maint Tag is initiated on Asset
Qty	Size			NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO. PROVIDE EXPLANATION)	
2	1 18x20x1	1			

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: GMW Additional Notes:

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SITE AND BLDG #: PA 193

LOCATION/RM #: 16

MECHANIC
SIGNATURE: SK DATE: 5/28/19

START TIME: 10 05 FINISH TIME: 10 15

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
	8477	3083	FQ 309	Frederick			AHU Combo	

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: GMW **Additional Notes:**

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SITE AND BLDG #: PA 193

LOG # THOMAS #:

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MECHANIC SIGNATURE: SK DATE: 5/28/19
START TIME: 9:55 FINISH TIME: 10:05

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
	8477	3082	FQ 3019	FREEDRCH			AHU	

CHECK POINT	CHECKPOINT DESCRIPTION	TO BE PERFORMED AT EACH INSPECTION SERVICE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		TASK COMPLETE YES	NO	
1	Check, clean, and/or replace both internal and external filters as necessary.	✓		
2	Label and Date Filter	✓		
3	Did YELLOW Maintenance Tag get Initiated	✓		Make sure YELLOW Maint Tag is initiated on Asset
Qty	Size	NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)		
2	18x20x1	1	14x20x1	✓

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: GMW Additional Notes:

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SITE AND BLDG #: PA 193

LOCATION/RM #: 14

MECHANIC
SIGNATURE: Sk DATE: 5/28/19
START TIME: 9:45 FINISH TIME: 9:55

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
8477	3081	162309	162309	RESEARCH			AHU Combo	

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: GMW **Additional Notes:**

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SITE AND BLDG #: PA 193

MECHANIC
SIGNATURE: Sk

LOCATION/RM #: 13

START TIME: 9:35

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
	8477	3080	FQ 3019	FRIGORIFIC			AHU Combo	

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: GMW **Additional Notes:**

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SITE AND BLDG #: PA 193

MECHANIC SIGNATURE: SK

DATE: 5/28/19

LOCATION/RM #: 12

START TIME: 9:30

FINISH TIME: 9:35

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
<u>8477</u>	<u>3079</u>	<u>FF 309</u>	<u>FF 309</u>	<u>Frederick</u>			<u>AMU Combo</u>	

CHECK POINT	CHECKPOINT DESCRIPTION	TO BE PERFORMED AT EACH INSPECTION SERVICE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)
		TASK COMPLETE YES	NO	
1	Check, clean, and/or replace both internal and external filters as necessary.	✓		
2	Label and Date Filter	✓		
3	Did YELLOW Maintenance Tag get Initialed	✓		Make sure YELLOW Maint Tag is initialed on Asset
3	Did all High Asset Filters get Changed	✓		
Qty	Size	NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)		
2	18x20x1	1		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: GMW Additional Notes:

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SITE AND BLDG #: PA 193

MECHANIC SIGNATURE: SK

DATE: 5/28/19

LOCATION/RM #: 11

START TIME: 9:25

FINISH TIME: 9:30

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
	8477	3078	RFQ 3019	Frederick			AHU Combo	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
		YES	NO		
TO BE PERFORMED AT EACH INSPECTION SERVICE					
1	Check, clean, and/or replace both internal and external filters as necessary.	✓			
2	Label and Date Filter	✓			
3	Did YELLOW Maintenance Tag get Initialed	✓		Make sure YELLOW Maint Tag is initialed on Asset	
3	Did all High Asset Filters get Changed	✓			
Qty		Size		NOTES/ ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDE EXPLANATION)	
2		1 18x20x1		✓	

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Filter Replacement

SITE AND BLDG #: PA 193

LOCATION/RM #: 10

MECHANIC
SIGNATURE: SK

START TIME: 9:20

SK DATE: 5/28/19

FINISH TIME: 9:25

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
	8477	3077	RFQ 3019	Frederick			AHU Combo	

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: GMW **Additional Notes:**

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST

Filter Replacement

SITE AND BLDG #: PA 193 **MECHANIC SIGNATURE:** SK **DATE:** 5/28/19

LOCATION/RM #: Rm 1 **START TIME:** 9:15 **FINISH TIME:** 9:20

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
	<u>8477</u>	<u>3076</u>	<u>RFQ 309</u>	<u>PRESENTR</u>			<u>AHU Combo</u>	

CHECK POINT	CHECKPOINT DESCRIPTION	TO BE PERFORMED AT EACH INSPECTION SERVICE		NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDED EXPLANATION)
		YES	NO	
1	Check, clean, and/or replace both internal and external filters as necessary.	<input checked="" type="checkbox"/>		
2	Label and Date Filter	<input checked="" type="checkbox"/>		
3	Did YELLOW Maintenance Tag get Initialed	<input checked="" type="checkbox"/>		Make sure YELLOW Maint Tag is initialed on Asset
3	Did all High Asset Filters get Changed	<input checked="" type="checkbox"/>		
Qty	Size	NOTES/ACTIONS (IF TASK COMPLETE IS CHECKED NO, PROVIDED EXPLANATION)		
②	1 18x20x1 1 14x20x1	<input checked="" type="checkbox"/>		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: GMW Additional Notes:

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Filter Replacement

SITE AND BLDG #: PA 193

MECHANIC SIGNATURE: SK DATE: 5/28/19

LOCATION/RM #: Electric Rm

START TIME: 9 FINISH TIME: 905

Site Location	WO #	Asset #	PM #	Manufacturer	Model Number	Serial #	Asset Description	Asset Location
8477	3819	FQ 305	0 15	BRANDON			Port. AC	

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETE		NOTES/ACTIONS (If task complete is checked no, provide explanation)
		YES	NO	
1	Check, clean, and/or replace both internal and external filters as necessary.	✓		
2	Label and Date Filter	✓		
3	Did YELLOW Maintenance Tag get Initialed	✓		Make sure YELLOW Maint Tag is initialed on Asset
3	Did all High Asset Filters get Changed	✓		
Qty	Size	NOTES/ACTIONS (If task complete is checked no, provide explanation)		
1	WASHABLE	✓		

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency. To be performed by: GMW Additional Notes: